



Job Opportunity

State Controller's Office

Position: Staff Information Systems Analyst (Specialist)/Associate
Information Systems Analyst (Specialist)

Statewide

Location: Information Security Office
300 Capitol Mall, Suite #1510, Sacramento, CA 95814

Issue Date: June 9, 2006

Final Filing Date: Until Filled

Contact/Telephone:
Information Security Office, 916-445-1720

Who May Apply: Individuals who are currently in this classification, eligible for lateral transfer or promotion, or reachable on a certification list. SROA/Surplus candidates are encouraged to apply.

California Relay Service: 1-800-735-2929

Position Number(s): 051-726-1312-002
051-726-1470-XXX

Please call (916)323-3055 to request reasonable accommodations

Scope of the Position:

The incumbent will report to the SCO's Chief Information Security Officer (CISO) and is responsible for ensuring security at all SCO sites, Control Agencies, and Decentralized State Agencies that use SCO systems. The incumbent will coordinate the approval and implementation of requests to access and manipulate the information resources. Other responsibilities include establishing accessibility to automated mainframe systems and administering all necessary control facilities for establishing accessibility to automated systems. Additionally, the incumbent is responsible for providing high-level technical assistance to the CISO in the design, development, and implementation of the IT Security policies using completed staff work techniques and require proficiency in analytical writing. A good understanding of government regulations regarding information security, risk management, and business continuity is desired.

Duties and Responsibilities:

Candidates must perform the following essential functions with or without reasonable accommodations

Note: Proposed duties will be appropriately allocated upon selection of the identified candidate and subject to the level of appointment.

Specific duties include but are not limited to:

- Perform detailed RACF administration on an IBM mainframe MVS z/OS and JES3 system for the SCO decentralized customers using Vanguard, native TSO administration tools, and applications such as ISPF, Blockade, CICS, IDMS, TSO Segment, HRM, MultSess, and ViewDirect. Analyze various mainframe applications as they apply to the mission of the ISO and SCO. Maintain expected staffing



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levels for the RACF help desk. Create statistical reports for management.

- Create and maintain the procedure manual as necessary using automated and manual tools. Maintain audit logs, records, and other paperwork required for processing requests and for historic reference.
- Provide consultation and research assistance to management regarding RACF and mainframe centric projects and processes. Review, analyze, and follow-up on logical violations reports.
- Represent the ISO in meetings with SCO management and analysts, Department of Technology Services staff, decentralized agencies and campuses, and hardware/software vendors regarding SCO's security policies, procedures, and requirements as they pertain to the mainframe and RACF environments.

Desirable Qualifications:

- In depth knowledge of RACF and Vanguard.
- Ability to reason logically and communicate effectively.
- Experience working independently and self-initiating.
- Ability to facilitate meetings.
- Work well with others and contribute to a positive work environment.

Applications will be screened and only the most qualified will be interviewed

How to Apply:

All hires will be subject to a background check.

For permanent positions, SROA and Surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.

Please submit a STD. 678 State Application and Résumé to:

State Controller's Office

Information Security Office
300 Capitol Mall, Suite #1510,
Sacramento, CA 95814

Attn: J. Patrick Lindley

Please reference position numbers on application.